

**California Department of Mental Health (DMH)
Stakeholder Input Process
Mental Health Services Act (MHSA)
Community Services and Supports Component
February 15, 2005**

Background

On February 15, 2005, DMH is releasing a draft of the Program Plan Requirements for the MHSA Community Services and Supports component. Stakeholder input is critical if this document is to reflect the goals of the MHSA and transform the public mental health system beyond “business as usual.”

At the December 17, 2004 General Stakeholders Meeting in Sacramento, one of the Group Feedback sessions focused on the Public Planning Process for the Community Services and Supports component of the MHSA. From input at that meeting and subsequent communications with stakeholders, the following items were the most commonly expressed concerns:

- There should be general meetings in Southern and Northern California
- There should be pre-meetings for clients and family members
- DMH should hold smaller workgroup meetings as necessary on specific topics
- The input process should employ conference calls, the Internet and teleconferencing if possible.
- Funding should be provided so that a variety of stakeholders may attend MHSA meetings – particularly clients and family members.
- DMH should publicize its Stakeholder Input Process widely to draw the broadest group of participants
- Cultural competency should be embedded throughout all MHSA activities.

MHSA Stakeholder Input Process

Based on this feedback, the DMH MHSA Stakeholder Input Process on Community Services and Supports will include seven strategies using different ways that stakeholders can participate. *(NOTE: All meeting dates are in 2005. Additional meetings dates will be scheduled as other MHSA components are implemented.)* These strategies are:

- **General Stakeholder meetings on a quarterly basis in Los Angeles and Sacramento** – General Stakeholder meetings will be held in pairs on a quarterly basis, one in Los Angeles and one in Sacramento, usually one day after another. Agendas for the pair of meetings will be identical and summaries of the two meetings will be combined. **These meetings will**

be held in Los Angeles on April 5 and July 7 and in Sacramento on April 6 and July 8. Locations, agendas and meeting materials will be posted on the DMH website in advance

- **Special Topic Workgroup sessions in Sacramento** – Special Topic Workgroup sessions will be organized by topic. The following workgroup sessions are planned. All workgroup meetings will be held in Sacramento. DMH encourages attendance by people with special knowledge, expertise and interest in the issues under discussion at each of the workgroups. Summaries of all workgroup meetings will be posted on the DMH website.

Workgroup #1	Cultural Competency	February 23
Workgroup #2	Community Services and Supports (Four age breakout sessions of Child/ Youth, Transitional Youth, Adult and Older Adult)	March 7, 23
Workgroup #3	Small County Issues	March 16
Workgroup #4	MHSA Short Term Strategies	March 16
Workgroup #5	Financing Issues	March 30

*(All Workgroups will be held from 1:00 – 4:00pm on the dates above.
Some workgroup sessions may run concurrently.)*

- **Client and Family Member Pre-meetings before each General Stakeholder meetings and Special Topic Workgroup session** - These Client and Family Member Pre-Meetings will be facilitated and provide an opportunity for clients and family members to review the purpose of the upcoming meeting/workgroup, review materials and ask questions.

(All Client and Family Member Pre-Meeting will be held the day of the meeting or workgroup session from 9:30 – 11:30am.)

- **Statewide conference calls on toll-free lines to orient stakeholders to major work products after they have been posted on the DMH website** - Conference calls will be held for orientation purposes as new materials are available on the website. **We will launch the stakeholder process with a conference call on February 15 from 3:00 – 4:00pm to orient all participants to the stakeholder process and the guidelines for participation.** In addition, each time we post important documents we will have an orientation conference call for one hour to introduce the materials, explain how the materials were developed and how we hope to use them in the workgroup sessions. All conference calls will be held with a toll-free number for participants and will be held from 3:00 – 4:00pm. They will start and end on time.

Conference Call	Orientation to Stakeholder Input Process – MHSA Community Services and Supports Component	February 15
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Conference Call	Community Services and Supports Program Plan Requirements I – General Overview	February 24
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Community Services and Supports Program Plan Requirements II – In-depth Discussions of Content	March 2
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Community Services and Supports Program Plan Requirements III – In-depth Discussion of Content	March 14
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Additional Conference Call dates will be added. See the [MHSA SAVE THE DATES](#) document on DMH website for telephone numbers for conference calls and additional dates as they are scheduled.)

- **Written summaries of all General Stakeholder meetings and Special Topic Workgroup sessions** - Summaries will be developed for all General Stakeholder meetings as well as all Special Topic Workgroup sessions. These summaries will be developed by Pacific Health Consulting Group and will be posted no later than 7 days after the stakeholder or workgroup meeting on the DMH website.
- **Continuous posting of critical information on the DMH website** – The MHSA portion of the DMH website will be the location where all meeting notices, locations, times, materials and other relevant questions and issues will be posted. Please consult **www.dmh.ca.gov** weekly for regular updates and new information, including Frequently Asked Questions as new issues arise. For those stakeholders on the DMH MHSA mailing list who DO NOT have email addresses, hard copies will be sent.
- **Continuous availability of the MHSA@ dmh.ca.gov email address and an MHSA toll-free number for stakeholders without Internet access.** The MHSA toll-free number is 800-972-MHSA (6472). MHSA Projects Team members will respond to your call within five working days.

Payment of Expenses for Clients and Family Members Participation

Welfare and Institutions Code Section 5892(c) allows for reimbursement of county mental health departments for MHSA planning costs. The planning costs shall include funds for county mental health programs to pay for the costs of clients , family members and other stakeholders to participate in the planning process.

In a letter posted to the DMH website on December 31, 2004, DMH Director Stephen W. Mayberg addressed use of MHSA funds prior to Community Services and Supports Plan approval. Local planning expenditures incurred beginning January 1, 2005 for the MHSA will be allowable under the MHSA if such expenditures are consistent with the local planning request that is subsequently approved by DMH. Therefore, a county may pay expenses for clients and family members to participate in the MHSA planning process if this is consistent with the county plan that is finally approved.

DMH will provide funding, either directly or through selected organizations, to assure that the concerns of clients and family members will be heard throughout the Stakeholder Input Process on the Community Services and Supports Plan.